

***Budget Meeting Agenda
January 13th @ 6:00 p.m.***

- Capital Budget Requests - Various Departments – Joe Voytus
- General Administration - Joe Voytus
- Environmental Commission – Bob Hanrahan
- Tax Assessor Overview of 2024 – Ray Tighe
- Planning Board – Lorraine Hutter and John DePinto
- Senior Club - John Rotante

ZOOM information is as follows:

Topic: M&C Meeting - Budget

<https://us02web.zoom.us/j/88491084325?pwd=L2U5RVpYMGIMeFdANzdGcFFWUTd3UT09>

Passcode: 222775

By phone

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Webinar ID: 884 9108 4325

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CAPITAL BUDGET REQUESTS 2025		2025	Revised as of 1/9/25
Department	Description	Total Cost Estimate	Notes
Administration	Signage for exterior (12 DePiero Drive) and interior (Council Chambers)	\$5,000	Revisit in 2025
Administration	Hometown Hero Banners	\$10,000	
Administration	Bathrooms & Kitchen	\$65,000	
Building & Grounds	Police Department Window Replacements	\$100,000	\$3,000 per fixed window, \$3,500 per operable window; do first phase with existing B&G funds
Building & Grounds	Municipal Bldg Window Replacements	\$450,000	\$3,000 per fixed window, \$3,500 per operable window; 5-year plan
Building & Grounds	13 West Grand Roof - Octagon House	\$50,000	Investigate funding from BC Historic Preservation
Environmental Com.	Trail interconnect from Memorial Trail to Veolia Intermunicipal Trail	\$190,000	
Environmental Com.	Environmental Learning Center refurbish	\$25,000	Look for grant funding
Environmental Com.	Montvale Community Gardens	\$32,000	
Fire Department	Radio Upgrade	\$70,000	Year 3 of 5
Fire Department	Thermal Cameras	\$32,000	For victim and fire detection
Fire Department	Replace Air Pack Cylinders	\$128,000	Must be completed by 2026
Police Department	One (1) 2024 Dodge Durango with outfit and for purchased vehicle in 2024. Two (2) Tri-Band in car radios	\$115,000	
Police Department	Four (4) car computers with routers	\$17,900	
Police Department	Two (2) Vigilant Plate Reader Cameras	\$28,398	
Police Department	Department Gym	\$22,000	
Planning Board	Taller File Cabinets	\$10,000	4 in 2025, 4 in 2026
Tax Assessor	Ten Year Reassessment	\$500,000	Needs to be completed by end of 2026; getting updated cost
Engineering	Road Improvement Program - 2025	\$300,000	
Engineering	Woodland Road	\$550,000	
Engineering	Paragon Drive	\$450,000	
Engineering	Sewer lining and investigation	\$200,000	
Engineering	Road Maintenance	\$100,000	
Recreation	Permanent pavilion for Huff Park	\$190,000	LRIG Grant; \$20,000 in Ordinance #2022-1519
Recreation	Memorial Flgg Field reno to synthetic turf infield	\$300,000	
Recreation	Replacement of field lighting at La Trenta	\$900,000	Check with ORU for Grants/Incentives
MAL	Replace soccer goals and other equipment	\$15,000	
MAL	Memorial Field Fence	\$34,000	
MAL	Lacrosse netting at FMS	\$33,000	
DPW	Truck with Plow	\$200,000	
TOTAL			

ADMINISTRATION

2025 BUDGET OVERVIEW

Personnel Changes: None

Overall O/E Change in Budget:

2024 (budgeted)	2025 (requested)	Change (\$)	Change (%)
\$243,200	\$275,000	\$31,800	13%

Notes:

- Postage consolidated into Admin: +\$10,000
- Other professional consultants (likely needed for Joint Court): +\$10,000
- Network Infrastructure/ Cybersecurity: +\$10,000
- All Other Changes: \$+1,800

Changes to Anticipated Revenue: N/A

For Revenue: %PY = ((2025 Anticipated / 2024 Anticipated) - 1) * 100

ADVERTISING

Description Budget Account Number	2020 Approp Actual	2021 Approp Actual	2022 Approp Actual	2023 Approp Actual	2024 Approp Actual	***** Requested	***** Admin. Recmnd	***** Budgeted	%PY
Department: 5-01-20-701-000	GENERAL ADMINISTRATION								
5-01-20-701-021	11,000.00	10,000.00	0.00	10,000.00	10,000.00	11,000.00			0.00
Transfers	9,598.24 0.00	8,562.15 0.00	7,971.48 7,971.48	9,099.85 897.78	9,813.51 0.00				
POSTAGE & EXPRESS CHARGES									
5-01-20-701-022	11,000.00	11,000.00	0.00	11,000.00	4,000.00	14,000.00			0.00
Transfers	8,171.57 0.00	8,915.44 0.00	12,425.99 12,425.99	3,199.20 150.00	12,457.55 0.00				
PRINTING & BINDING									
5-01-20-701-023	7,000.00	5,000.00	0.00	3,500.00	2,500.00	2,500.00			0.00
Transfers	2,273.31 3,000.00-	1,135.65 1,122.27-	3,073.43 3,339.78	1,994.72 50.72	1,978.99 0.00				
MAINTENANCE OF OTHER EQUIPMENT									
5-01-20-701-026	600.00	600.00	0.00	500.00	500.00	500.00			0.00
Transfers	562.66 0.00	220.18 0.00	150.00 150.00	102.98 0.00	0.00 0.00				
OTHER PROF/CONSULTANT SERVICES									
5-01-20-701-028	75,000.00	75,000.00	55,000.00	35,000.00	35,000.00	45,000.00			0.00
Transfers	54,440.84 17,500.00-	38,785.39 32,336.06-	26,905.95 26,151.48-	34,477.66 2,683.25	40,839.95 0.00				
OTHER CONTRACTUAL ITEMS									
5-01-20-701-029	23,000.00	23,000.00	40,000.00	28,000.00	95,000.00	95,000.00			0.00
Transfers	17,580.24 4,275.70-	94,285.32 71,430.48	23,792.68 16,207.32-	24,364.88 3,556.54-	83,881.21 0.00				
BOOKS & PUBLICATIONS									
5-01-20-701-033	1,500.00	1,500.00	1,500.00	1,500.00	1,000.00	1,000.00			0.00
Transfers	997.98 0.00	893.00 607.00-	375.86 493.04-	516.00 18.44-	423.50 0.00				
OFFICE SUPPLIES									
5-01-20-701-036	9,000.00	9,000.00	10,000.00	10,000.00	10,000.00	10,000.00			0.00
Transfers	8,838.95 0.00	10,036.06 1,036.06	9,445.62 91.11	9,924.95 230.47	8,886.84 0.00				

Description Budget Account Number	2020 Approp Actual	2021 Approp Actual	2022 Approp Actual	2023 Approp Actual	2024 Approp Actual	***** Requested	***** 2025 ***** Admin. Recmnd	Budgeted	%PY
Department: 5-01-20-701-000	GENERAL ADMINISTRATION								
MEAL REIMBURSEMENT									
5-01-20-701-041	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00			0.00
	2,026.64	1,872.23	3,571.21	2,767.22	895.87				
Transfers	599.59-	500.00-	35.89	873.29	0.00				
EDUCATION/TRAINING/SEMINARS									
5-01-20-701-042	1,500.00	1,600.00	3,000.00	4,000.00	4,000.00	4,500.00			0.00
	1,531.00	2,831.62	3,941.33	4,931.00	5,529.00				
Transfers	31.00	1,231.62	591.33	97.00	0.00				
PROFESSIONAL ASSOCIATION DUES									
5-01-20-701-044	1,700.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00			0.00
	892.00	722.00	743.00	757.00	772.00				
Transfers	0.00	232.00-	43.95-	532.00	0.00				
TRAVEL									
5-01-20-701-045	500.00	500.00	500.00	500.00	700.00	1,000.00			0.00
	0.00	0.00	144.31	1,290.33	1,440.68				
Transfers	0.00	500.00-	276.61-	0.00	0.00				
OFFICE EQUIPMENT									
5-01-20-701-053	2,000.00	1,500.00	1,500.00	2,000.00	1,500.00	1,500.00			0.00
	297.88	855.97	1,708.60	1,360.05	529.72				
Transfers	0.00	644.03-	208.60	0.00	0.00				
FURNITURE & FURNISHINGS									
5-01-20-701-057	500.00	500.00	500.00	500.00	500.00	500.00			0.00
	0.00	0.00	543.50	1,000.00	362.96				
Transfers	0.00	500.00-	43.50	125.00-	0.00				
OTHER EQUIPMENT & SUPPLIES									
5-01-20-701-058	5,000.00	6,000.00	7,000.00	6,000.00	4,500.00	4,500.00			0.00
	5,142.73	4,414.90	4,452.80	3,105.17	1,776.02				
Transfers	0.00	1,290.18-	1,923.66-	616.12-	0.00				
COMPUTER SERVICES AND EQUIPMENT									
5-01-20-701-059	8,000.00	5,000.00	19,000.00	18,000.00	15,000.00	15,000.00			0.00
	4,097.06	4,617.98	15,442.61	15,286.46	4,326.40				
Transfers	2,155.71-	166.62-	598.43	97.00-	0.00				

Description Budget Account Number	2020 Approp Actual	2021 Approp Actual	2022 Approp Actual	2023 Approp Actual	2024 Approp Actual	***** Requested	***** Admin. Recmnd	***** Budgeted	***** %PY
Department: 5-01-20-701-000	GENERAL ADMINISTRATION								
COMPUTER EQUIP - MAINT/REPAIR									
5-01-20-701-060	2,000.00	2,000.00	3,000.00	2,500.00	2,000.00	2,000.00			0.00
	798.00	1,095.00	1,483.77	195.00	855.00				
Transfers	0.00	86.50	837.65-	170.47-	0.00				
LEASED EQUIPMENT									
5-01-20-701-061	9,000.00	9,000.00	10,000.00	10,000.00	10,000.00	10,000.00			0.00
	8,601.12	8,601.12	8,874.37	8,033.30	6,825.90				
Transfers	0.00	351.81-	427.65	0.00	0.00				
OFFICE EQUIP - MAINT/REPAIR									
5-01-20-701-062	6,000.00	5,000.00	6,500.00	6,500.00	6,500.00	6,500.00			0.00
	3,680.91	5,265.31	4,895.16	5,907.30	4,092.00				
Transfers	0.00	265.31	0.00	1,180.94-	0.00				
NETWORK INFRASTRUCTURE/CYBER SECURITY									
5-01-20-701-064	0.00	0.00	0.00	15,000.00	15,000.00	25,000.00			0.00
	0.00	0.00	0.00	9,145.97	27,190.76				
WELLNESS PROGRAM									
5-01-20-701-081	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00			0.00
	0.00	0.00	2,660.09	2,900.00	1,984.06				
Transfers	0.00	0.00	5,000.00	250.00	0.00				
MAINTENANCE/RENTAL AGREEMENTS									
5-01-20-701-108	17,500.00	17,500.00	17,500.00	15,000.00	16,000.00	16,000.00			0.00
	14,918.08	14,154.04	14,491.04	14,849.04	15,274.04				
REIMBURSEMENT - LIBRARY									
5-01-20-701-129	8,178.00-	7,863.00-	8,127.00-	8,127.00-	9,032.00-				0.00
	8,178.00-	7,863.00-	8,127.00-	8,127.00-	9,032.00-				
IMPOUNDED FUNDS - DO NOT USE									
5-01-20-701-999	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
Transfers	0.00	0.00	15,000.00	0.00	0.00				
Control Total	187,122.00	180,337.00	171,373.00	180,873.00	234,168.00	275,000.00	0.00	0.00	0.00
	136,271.21	199,400.36	138,965.80	147,081.08	221,103.96				

Description	2020	2021	2022	2023	2024	***** 2025 *****			
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
Department: 5-01-20-701-000	GENERAL ADMINISTRATION								
Transfers	27,500.00-	35,800.00	49.95-	0.00	0.00				
Department Total	449,397.00	422,787.00	423,373.00	521,673.00	577,168.00	275,000.00	0.00	0.00	0.00
	385,364.99	442,865.22	386,391.23	476,120.63	536,759.18				
Transfers	27,500.00-	38,000.00	49.95-	0.00	0.00				
Year Total	449,397.00	422,787.00	423,373.00	521,673.00	577,168.00	275,000.00	0.00	0.00	0.00
	385,364.99	442,865.22	386,391.23	476,120.63	536,759.18				
Transfers	27,500.00-	38,000.00	49.95-	0.00	0.00				

ENVIRONMENTAL COMMISSION

2025 BUDGET OVERVIEW

Personnel Changes: None

Overall O/E Change in Budget:

2024 (budgeted)	2025 (requested)	Change (\$)	Change (%)
\$15,000	\$16,525	\$1,525	10%

Notes:

Changes to Anticipated Revenue: N/A

Range of Departments: 718 to 718

Range of Revenue Accounts: 5-First to 5-Last

For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

For Revenue: %PY = ((2025 Anticipated / 2024 Anticipated) - 1) * 100

Description	2020	2021	2022	2023	2024	***** 2025 *****			
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
ENVIRONMENTAL COMMISSION									
5-01-20-718-000									
ENVIRONMENTAL COMM. S&W									
5-01-20-718-010									
SALARIES & WAGES - PART TIME									
5-01-20-718-012	4,500.00	4,500.00	5,000.00	3,500.00	5,000.00				0.00
	3,644.81	4,056.61	3,978.83	4,151.14	4,458.40				
Transfers	0.00	200.00	0.00	700.00	0.00				
Control Total	4,500.00	4,500.00	5,000.00	3,500.00	5,000.00	0.00	0.00	0.00	0.00
	3,644.81	4,056.61	3,978.83	4,151.14	4,458.40				
Transfers	0.00	200.00	0.00	700.00	0.00				
ENVIRONMENTAL COMMISSION O/E									
5-01-20-718-020									
ADVERTISING									
5-01-20-718-021	200.00	200.00	200.00	200.00	200.00	200.00			0.00
	272.87	104.14	188.50	136.76	137.20				
Transfers	0.00	95.86	41.75	35.36	0.00				
OTHER CONTRACTUAL ITEMS									
5-01-20-718-029	12,000.00	12,000.00	12,000.00	12,000.00	13,000.00	13,000.00			0.00
	2,242.10	11,366.82	8,894.25	9,563.00	8,875.00				
Transfers	9,831.78	366.82	564.11	1,000.36	0.00				
MATERIALS AND SUPPLIES									
5-01-20-718-030	100.00	0.00	200.00	600.00	600.00	2,000.00			0.00
	5,001.92	85.44	664.88	555.76	3,069.13				
Transfers	10,000.00	85.44	464.88	50.00	0.00				

Description Budget Account Number	2020 Approp Actual	2021 Approp Actual	2022 Approp Actual	2023 Approp Actual	2024 Approp Actual	***** Requested	***** 2025 ***** Admin. Recmnd	Budgeted	%PY
Department: 5-01-20-718-000	ENVIRONMENTAL COMMISSION								
BOOKS & PUBLICATIONS									
5-01-20-718-033	100.00	0.00	100.00	100.00	100.00	100.00			0.00
	0.00	0.00	0.00	0.00	0.00				
Transfers	0.00	0.00	66.27-	25.00-	0.00				
OFFICE SUPPLIES									
5-01-20-718-036	100.00	100.00	100.00	100.00	100.00	100.00			0.00
	108.96	0.00	0.00	0.00	19.99				
Transfers	0.00	100.00-	66.25-	25.00-	0.00				
EDUCATION/TRAINING/SEMINARS									
5-01-20-718-042	200.00	0.00	200.00	200.00	200.00	250.00			0.00
	0.00	375.00	415.00	0.00	300.00				
Transfers	168.22-	375.00	215.00	50.00-	0.00				
PROFFESIONAL ASSOCIATION DUES									
5-01-20-718-044	500.00	500.00	500.00	550.00	600.00	650.00			0.00
	475.00	450.00	475.00	540.00	605.00				
Transfers	0.00	50.00-	25.00-	415.00	0.00				
TRAVEL									
5-01-20-718-045	100.00	0.00	100.00	100.00	100.00	100.00			0.00
	0.00	0.00	0.00	0.00	0.00				
Transfers	0.00	0.00	21.40-	0.00	0.00				
MAINTENANCE/RENTAL AGREEMENTS									
5-01-20-718-108	100.00	100.00	100.00	100.00	100.00	125.00			0.00
	95.00	318.60	121.40	122.75	122.75				
Transfers	0.00	218.60	21.40	0.00	0.00				
Control Total	13,400.00	12,900.00	13,500.00	13,950.00	15,000.00	16,525.00	0.00	0.00	0.00
	8,195.85	12,700.00	10,759.03	10,918.27	13,129.07				
Transfers	0.00	800.00	0.00	700.00-	0.00				
Department Total	17,900.00	17,400.00	18,500.00	17,450.00	20,000.00	16,525.00	0.00	0.00	0.00
	11,840.66	16,756.61	14,737.86	15,069.41	17,587.47				
Transfers	0.00	1,000.00	0.00	0.00	0.00				
Year Total	17,900.00	17,400.00	18,500.00	17,450.00	20,000.00	16,525.00	0.00	0.00	0.00

Description	2020	2021	2022	2023	2024	***** 2025 *****			
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
Department: 5-01-20-718-000	ENVIRONMENTAL COMMISSION								
Transfers	11,840.66 0.00	16,756.61 1,000.00	14,737.86 0.00	15,069.41 0.00	17,587.47 0.00				

TAX ASSESSOR 2025 BUDGET OVERVIEW

Personnel Changes: None

Overall O/E Change in Budget:

2024 (budgeted)	2025 (requested)	Change (\$)	Change (%)
\$42,930	\$43,750	\$820	2%

Notes:

- Are we anticipating more professional/consultant fees than in the past (Line 028) ?
- Need to discuss options for Revaluation/Reassessment due by end of 2026

Changes to Anticipated Revenue: N/A

Range of Departments: 710 to 710

Range of Revenue Accounts: 5-First to 5-Last

For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

For Revenue: %PY = ((2025 Anticipated / 2024 Anticipated) - 1) * 100

Description	2020	2021	2022	2023	2024	***** 2025 *****	***** 2025 *****	***** 2025 *****	%PY
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
ASSESSMENT OF TAXES									
5-01-20-710-000									
ASSESSMENT OF TAXES - S&W									
5-01-20-710-010									
SALARIES & WAGES - PART TIME									
5-01-20-710-012	37,662.00	38,425.00	39,600.00	40,775.00	42,000.00				0.00
	37,661.98	38,415.00	39,567.84	40,754.98	41,978.00				
Control Total	37,662.00	38,425.00	39,600.00	40,775.00	42,000.00	0.00	0.00	0.00	0.00
	37,661.98	38,415.00	39,567.84	40,754.98	41,978.00				
TAX ASSESSMENT/ADMIN. O/E									
5-01-20-710-020									
ADVERTISING									
5-01-20-710-021	50.00	50.00	50.00	50.00	50.00	50.00			0.00
	0.00	0.00	0.00	0.00	87.28				
POSTAGE & EXPRESS CHARGES									
5-01-20-710-022	600.00	600.00	600.00	400.00	400.00	400.00			0.00
	200.00	200.00	125.00	1,418.60	1,195.36				
PRINTING & BINDING									
5-01-20-710-023	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,800.00			0.00
	1,824.36	1,871.96	2,029.68	2,290.24	0.00				
Transfers	0.00	1,371.96	1,354.69	1,790.24	0.00				
OTHER PROF/CONSULTANT SERVICES									
5-01-20-710-028	30,000.00	25,000.00	25,000.00	30,000.00	35,000.00	35,000.00			0.00
	17,775.00	17,875.00	20,750.00	6,550.00	16,531.25				
Transfers	5,000.00-	3,369.16-	1,988.43-	1,790.24-	0.00				

Description Budget Account Number	2020 Approp Actual	2021 Approp Actual	2022 Approp Actual	2023 Approp Actual	2024 Approp Actual	***** Requested	***** Admin. Recmnd	***** Budgeted	***** %PY
Department: 5-01-20-710-000	TAX ASSESSMENT/ADMINISTRATION								
OFFICE SUPPLIES									
5-01-20-710-036	0.00	200.00	200.00	200.00	200.00	200.00			0.00
	238.23	1,290.82	349.99	69.99	62.65				
Transfers	0.00	1,319.88	149.99	0.00	0.00				
MEAL REIMBURSEMENT									
5-01-20-710-041	250.00	250.00	250.00	250.00	250.00	250.00			0.00
	0.00	163.99	41.25	172.36	145.47				
Transfers	0.00	54.64-	0.00	0.00	0.00				
EDUCATION/TRAINING/SEMINARS									
5-01-20-710-042	1,000.00	1,000.00	1,000.00	1,250.00	1,230.00	1,250.00			0.00
	0.00	894.64	360.00	1,283.74	893.88				
Transfers	0.00	105.36-	0.00	0.00	0.00				
PROFESSIONAL ASSOCIATION DUES									
5-01-20-710-044	1,000.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00			0.00
	0.00	1,012.00	2,077.00	944.00	880.00				
Transfers	0.00	440.00	483.75	0.00	0.00				
TRAVEL									
5-01-20-710-045	700.00	700.00	700.00	700.00	700.00	700.00			0.00
	354.03	360.72	371.63	357.14	202.96				
OFFICE EQUIPMENT									
5-01-20-710-053	0.00	0.00	0.00	0.00	200.00	200.00			0.00
	1,615.26	397.32	0.00	398.73	0.00				
Transfers	0.00	397.32	0.00	0.00	0.00				
COMPUTER EQUIP - MAINT/REPAIR									
5-01-20-710-060	600.00	400.00	400.00	400.00	400.00	400.00			0.00
	0.00	0.00	30.01	0.00	245.00				
MAINTENANCE/RENTAL AGREEMENTS									
5-01-20-710-108	1,000.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
Control Total	37,200.00	32,700.00	32,700.00	37,750.00	42,930.00	43,750.00	0.00	0.00	0.00
	22,006.88	24,066.45	26,134.56	13,484.80	20,243.85				

Description	2020	2021	2022	2023	2024	***** 2025 *****			
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
Department: 5-01-20-710-000	TAX ASSESSMENT/ADMINISTRATION								
Transfers	5,000.00-	0.00	0.00	0.00	0.00				
Department Total	74,862.00	71,125.00	72,300.00	78,525.00	84,930.00	43,750.00	0.00	0.00	0.00
	59,668.86	62,481.45	65,702.40	54,239.78	62,221.85				
Transfers	5,000.00-	0.00	0.00	0.00	0.00				
Year Total	74,862.00	71,125.00	72,300.00	78,525.00	84,930.00	43,750.00	0.00	0.00	0.00
	59,668.86	62,481.45	65,702.40	54,239.78	62,221.85				
Transfers	5,000.00-	0.00	0.00	0.00	0.00				



APPRAISAL SYSTEMS, INC.
REAL ESTATE APPRAISAL SERVICES

MORRISTOWN OFFICE
264 SOUTH STREET
BUILDING 2, SUITE 1B
MORRISTOWN, NJ 07960
PHONE: (973) 386-1111

FAIR LAWN OFFICE
17-17 ROUTE 208N
SUITE 210
FAIR LAWN, NJ 07410
PHONE: (201) 493-8530

January 7, 2025

Mr. Raymond Tighe, CTA, SCGRE
Borough of Montvale
12 DePiero Drive
Montvale, NJ 07645

Re: Revaluation v. Reassessment v. Reassessment + (Four Year) Cost

Dear Mr. Tighe:

As per your request, the following will compare the cost of revaluation as to the cost of a reassessment project in the Borough of Montvale.

REVALUATION

A revaluation would entail the market review of all properties in the Borough. Neighborhoods would be delineated, land values would be formulated, building values would be formulated and new final values would be derived for every line item in the Town.

An exterior and interior inspection will be performed for every property in the Town.

Value letters will be sent to all homeowners, and informal one-on-one hearings will be conducted before the final values are submitted to the Bergen County Board of Taxation.

This is the most thorough and complete option and the most expensive. The price assuming 3,269 lines would be **\$490,350.00 (FOUR HUNDRED NINETY-THOUSAND, THREE HUNDRED AND FIFTY DOLLARS).**

An outside firm must perform a revaluation. No further costs are required.

COMPLETE REASSESSMENT

A reassessment would entail the market review of all properties in all neighborhoods, adjustments to land formulas as needed and adjustments to building values as needed. Every style of structure and building age category will be reviewed for changes in the current market. In addition to the market value analysis, commercial and industrial properties will be reviewed for any changes to the income and expense attributes for the property.

An exterior and interior inspection will be performed for every property in the Town.

Value letters will be sent to all homeowners, and informal one-on-one hearings will be conducted before the final values are submitted to the Bergen County Board of Taxation.



January 7, 2025

Mr. Raymond Tighe, CTA, SCGREA

Page 2

This approach utilizes the existing data in the assessor's office; therefore, it is less expensive than a revaluation. The price would be **\$408,625.00 (FOUR HUNDRED EIGHT THOUSAND SIX HUNDRED TWENTY-FIVE DOLLARS)**.

No further costs are required.

Both of the above options would satisfy the goal of achieving 100% market value for all assessed values in the Town, therefore, any pending order to revalue set forth by the Bergen County Board of Taxation would be satisfied.

COMPLETE REASSESSMENT FOLLOWED BY FOUR-YEAR ANNUAL REASSESSMENT

Annual reassessments enable the assessed values to continually reflect current market conditions and therefore there are reduced tax appeals and gradual adjustments to assessment which avoids the potential larger shifts that can occur with less frequently conducted revaluation programs.

The cost for this option would be **\$359,590.00 (THREE HUNDRED FIFTY-NINE THOUSAND FIVE HUNDRED NINETY DOLLARS)** for the first year (Full Reassessment w/100% Exterior and Interior Inspections) and then **\$65,000.00 (SIXTY-FIVE THOUSAND DOLLARS)** per year for years two through five (Full Reassessment w/100% Exterior and 25% Interior Inspections).

Year One cost of **\$359,590.00** would be a **ONE-TIME** cost. Thereafter, the cost would be **\$65,000.00** per year. Therefore, the total amount paid for each 4-year cycle, if the Borough wishes to continue, would be **\$260,000.00**. Since this last option also satisfies the goal of achieving 100% market value for all assessed values in the Borough, any pending order to revalue set forth by the Bergen County Board of Taxation would be satisfied.

If you have any questions or need any further information, please do not hesitate to contact me.

Sincerely,

APPRAISAL SYSTEMS, INC.

Rick Del Guercio, President
SCGREA, CTA

PLANNING BOARD

2025 BUDGET OVERVIEW

Personnel Changes: None

Overall O/E Change in Budget:

2024 (budgeted)	2025 (requested)	Change (\$)	Change (%)
\$119,550	\$132,150	\$12,600	10.5%

Notes:

- Need to address storage/archiving in 2025; Perhaps increase 057 rather than decrease
- Increase for 028 to address work necessary for Housing Element and Fair Share Plan and Affordable Housing Compliance

Changes to Anticipated Revenue: N/A

Range of Departments: 720 to 720

Range of Revenue Accounts: 5-First to 5-Last

For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

For Revenue: %PY = ((2025 Anticipated / 2024 Anticipated) - 1) * 100

Description	2020	2021	2022	2023	2024	***** 2025 *****			
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
PLANNING BOARD									
5-01-21-720-000									
PLANNING BOARD S&W									
5-01-21-720-010									
SALARIES & WAGES - PART TIME									
5-01-21-720-012	87,000.00	88,600.00	91,250.00	94,000.00	94,000.00				0.00
	86,854.02	88,621.24	91,248.77	93,986.29	92,373.50				
Transfers	0.00	21.24	0.00	0.00	0.00				
OVERTIME - PLANNING BD									
5-01-21-720-014	9,200.00	10,000.00	10,000.00	10,000.00	10,000.00				0.00
	9,137.13	8,243.18	9,343.56	7,045.92	5,184.98				
Transfers	3,000.00	21.24	1,000.00	0.00	0.00				
Control Total	96,200.00	98,600.00	101,250.00	104,000.00	104,000.00	0.00	0.00	0.00	0.00
	95,991.15	96,864.42	100,592.33	101,032.21	97,558.48				
Transfers	3,000.00	0.00	1,000.00	0.00	0.00				
OTHER EXPENSES - PLANNING BOARD									
5-01-21-720-020									
ADVERTISING									
5-01-21-720-021	1,200.00	1,000.00	1,000.00	1,200.00	1,200.00				0.00
	598.95	930.61	1,249.55	1,193.00	939.11				
Transfers	0.00	0.00	458.12	0.00	0.00				
POSTAGE & EXPRESS CHARGES									
5-01-21-720-022	1,200.00	1,000.00	1,000.00	2,000.00	2,400.00				0.00
	1,129.20	1,113.83	2,216.45	2,328.28	3,328.31				
Transfers	0.00	113.83	1,287.37	0.00	0.00				

Description Budget Account Number	2020 Approp Actual	2021 Approp Actual	2022 Approp Actual	2023 Approp Actual	2024 Approp Actual	***** Requested	2025 Admin. Recmnd	***** Budgeted	%PY
Department: 5-01-21-720-000 PLANNING BOARD									
PRINTING & BINDING									
5-01-21-720-023	750.00	750.00	900.00	1,100.00	1,000.00	1,000.00			0.00
Transfers	1,397.48 0.00	920.99 170.99	1,470.00 621.02	1,124.00 225.00-	796.00 0.00				
MAINTENANCE OF OTHER EQUIPMENT									
5-01-21-720-026	800.00	800.00	900.00	900.00	800.00	800.00			0.00
Transfers	0.00 0.00	1,004.47 601.14	0.00 187.33-	0.00 225.00-	0.00 0.00				
OTHER PROF/CONSULTANT SERVICES									
5-01-21-720-028	115,000.00	91,750.00	120,000.00	95,000.00	95,000.00	115,000.00			0.00
Transfers	16,933.50 80,500.00-	27,879.26 33,373.97-	48,789.73 4,774.89-	48,556.25 0.00	80,652.60 0.00				
OTHER CONTRACTUAL									
5-01-21-720-029	250.00	100.00	0.00	100.00	50.00	50.00			0.00
Transfers	0.00 0.00	0.00 75.00-	0.00 0.00	0.00 0.00	0.00 0.00				
BOOKS & PUBLICATIONS									
5-01-21-720-033	600.00	400.00	600.00	600.00	600.00	600.00			0.00
Transfers	0.00 0.00	470.00 320.00	324.25 19.25	346.00 196.00	374.00 0.00				
OFFICE SUPPLIES									
5-01-21-720-036	1,500.00	1,300.00	1,300.00	1,100.00	1,100.00	1,200.00			0.00
Transfers	1,497.26 0.00	853.51 170.99-	958.04 116.24-	881.30 121.00-	1,109.80 0.00				
MEAL REIMBURSEMENT									
5-01-21-720-041	1,000.00	750.00	750.00	1,000.00	2,000.00	1,800.00			0.00
Transfers	285.72 0.00	509.84 150.00-	1,237.98 487.98	1,752.38 270.11	870.18 0.00				
EDUCATION/TRAINING/SEMINARS									
5-01-21-720-042	1,800.00	2,500.00	2,500.00	2,000.00	2,000.00	1,800.00			0.00
Transfers	643.00 0.00	1,613.00 750.00	1,312.00 490.39-	995.00 339.90-	698.00 0.00				

Description Budget Account Number	2020 Approp Actual	2021 Approp Actual	2022 Approp Actual	2023 Approp Actual	2024 Approp Actual	***** Requested	***** Admin. Recmd	***** Budgeted	%PY
Department: 5-01-21-720-000	PLANNING BOARD								
PROFESSIONAL ASSOCIATION DUES									
5-01-21-720-044	500.00	500.00	500.00	1,200.00	1,200.00	1,200.00			0.00
	100.00	360.00	1,124.90	1,054.90	115.00				
Transfers	0.00	235.00	993.65	929.90	0.00				
TRAVEL									
5-01-21-720-045	600.00	500.00	500.00	500.00	600.00	600.00			0.00
	72.96	204.10	400.92	472.75	0.00				
Transfers	0.00	135.00-	0.00	100.00-	0.00				
OFFICE EQUIPMENT									
5-01-21-720-053	1,000.00	800.00	800.00	600.00	400.00	400.00			0.00
	862.43	629.97	179.99	37.20	36.00				
Transfers	0.00	70.00-	0.00	160.11-	0.00				
FURNITURE & FURNISHINGS									
5-01-21-720-057	250.00	150.00	150.00	150.00	4,000.00	1,000.00			0.00
	0.00	0.00	17.29	54.00	0.00				
COMPUTER EQUIPMENT S/W & SUPPL									
5-01-21-720-059	2,000.00	2,000.00	2,000.00	3,000.00	2,200.00	1,500.00			0.00
	2,652.14	1,848.66	2,701.46	337.50	40.09				
Transfers	0.00	116.00-	701.46	115.00-	0.00				
COMPUTER EQUIP - MAINT/REPAIR									
5-01-21-720-060	300.00	200.00	200.00	200.00	200.00	200.00			0.00
	280.00	0.00	0.00	0.00	0.00				
LEASED EQUIPMENT									
5-01-21-720-061	4,000.00	4,000.00	3,000.00	3,000.00	3,000.00	3,000.00			0.00
	2,072.00	2,664.00	2,664.00	2,664.00	2,664.00				
Transfers	0.00	1,278.37-	0.00	0.00	0.00				
MAINTENANCE/RENTAL AGREEMENTS									
5-01-21-720-108	1,000.00	1,500.00	2,500.00	2,000.00	1,800.00	2,000.00			0.00
	1,424.56	2,678.37	2,272.78	1,530.00	1,565.00				
Transfers	0.00	1,178.37	0.00	110.00-	0.00				
Control Total	133,750.00	110,000.00	138,600.00	115,650.00	119,550.00	132,150.00	0.00	0.00	0.00

Description	2020	2021	2022	2023	2024	***** 2025 *****			
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
Department: 5-01-21-720-000	PLANNING BOARD								
	29,949.20	43,680.61	66,919.34	63,326.56	93,188.09				
Transfers	80,500.00-	32,000.00-	1,000.00-	0.00	0.00				
Department Total	229,950.00	208,600.00	239,850.00	219,650.00	223,550.00	132,150.00	0.00	0.00	0.00
	125,940.35	140,545.03	167,511.67	164,358.77	190,746.57				
Transfers	77,500.00-	32,000.00-	0.00	0.00	0.00				
Year Total	229,950.00	208,600.00	239,850.00	219,650.00	223,550.00	132,150.00	0.00	0.00	0.00
	125,940.35	140,545.03	167,511.67	164,358.77	190,746.57				
Transfers	77,500.00-	32,000.00-	0.00	0.00	0.00				

MASTER PLAN 2025 BUDGET OVERVIEW

Personnel Changes: N/A

Overall O/E Change in Budget:

2024 (budgeted)	2025 (requested)	Change (\$)	Change (%)
\$35,000	\$35,000	\$0	0%

Notes: Master Plan should be completed this year, pending affordable housing issues

Changes to Anticipated Revenue: N/A

Range of Departments: 721 to 721

Range of Revenue Accounts: 5-First to 5-Last

For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

For Revenue: %PY = ((2025 Anticipated / 2024 Anticipated) - 1) * 100

Description	2020	2021	2022	2023	2024	***** 2025 *****			
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
MASTER PLAN									
5-01-21-721-000									
OTHER EXPENSES - MASTER PLAN									
5-01-21-721-020									
OTHER CONTRACTUAL - MASTER PLAN									
5-01-21-721-029	0.00	0.00	150,000.00	25,000.00	35,000.00	35,000.00			0.00
	0.00	0.00	149,750.00	2,960.00	35,000.00				
Control Total	0.00	0.00	150,000.00	25,000.00	35,000.00	35,000.00	0.00	0.00	0.00
	0.00	0.00	149,750.00	2,960.00	35,000.00				
Department Total	0.00	0.00	150,000.00	25,000.00	35,000.00	35,000.00	0.00	0.00	0.00
	0.00	0.00	149,750.00	2,960.00	35,000.00				
Year Total	0.00	0.00	150,000.00	25,000.00	35,000.00	35,000.00	0.00	0.00	0.00
	0.00	0.00	149,750.00	2,960.00	35,000.00				

SENIORS

2025 BUDGET OVERVIEW

Personnel Changes: N/A

Overall O/E Change in Budget:

2024 (budgeted)	2025 (requested)	Change (\$)	Change (%)
\$47,300	\$48,225	\$925	2%

Notes:

Changes to Anticipated Revenue: N/A

Range of Departments: 791 to 791

Range of Revenue Accounts: 5-First to 5-Last

For Budget: %PY = ((Budgeted / (Appropriated + Transfers)) - 1) * 100

For Revenue: %PY = ((2025 Anticipated / 2024 Anticipated) - 1) * 100

Description	2020	2021	2022	2023	2024	***** 2025 *****			
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
SENIOR CITIZENS									
5-01-27-791-000									
SENIOR VAN - SALARIES									
5-01-27-791-010									
SALARIES & WAGES - PART TIME									
5-01-27-791-012	17,000.00	17,250.00	17,500.00	18,300.00	15,000.00				0.00
	12,064.93	11,040.14	11,572.24	10,984.29	12,781.11				
Control Total	17,000.00	17,250.00	17,500.00	18,300.00	15,000.00	0.00	0.00	0.00	0.00
	12,064.93	11,040.14	11,572.24	10,984.29	12,781.11				
SENIOR CITIZENS - O/E									
5-01-27-791-020									
OTHER CONTRACTUAL ITEMS									
5-01-27-791-029	0.00	0.00	0.00	300.00	350.00	350.00			0.00
	322.50	223.98	252.56	266.95	323.79				
Transfers	0.00	252.48	252.56	42.12	0.00				
MATERIALS & SUPPLIES									
5-01-27-791-030	0.00	0.00	0.00	0.00	0.00				0.00
	0.00	0.00	0.00	0.00	0.00				
OTHER EQUIPMENT									
5-01-27-791-058	0.00	0.00	0.00	0.00	200.00	200.00			0.00
	0.00	0.00	0.00	606.76	722.89				
SENIOR ACTIVITIES									
5-01-27-791-063	28,000.00	28,000.00	32,000.00	43,400.00	47,300.00	48,225.00			0.00
	3,430.86	24,433.17	32,248.02	39,689.16	44,942.67				
Transfers	15,000.00-	0.00	248.02	42.12-	0.00				

Description	2020	2021	2022	2023	2024	***** 2025 *****			
Budget Account Number	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Approp Actual	Requested	Admin. Recmnd	Budgeted	%PY
Department: 5-01-27-791-000	SENIOR CITIZENS								
EXCERCISE ROOM EQUIPMENT									
5-01-27-791-156	1,700.00	1,500.00	1,500.00	1,000.00	1,000.00	1,000.00			0.00
	932.71	0.00	475.00	279.36	301.99				
Transfers	0.00	252.48-	500.58-	0.00	0.00				
Control Total	29,700.00	29,500.00	33,500.00	44,700.00	48,850.00	49,775.00	0.00	0.00	0.00
	4,686.07	24,657.15	32,975.58	40,842.23	46,291.34				
Transfers	15,000.00-	0.00	0.00	0.00	0.00				
Department Total	46,700.00	46,750.00	51,000.00	63,000.00	63,850.00	49,775.00	0.00	0.00	0.00
	16,751.00	35,697.29	44,547.82	51,826.52	59,072.45				
Transfers	15,000.00-	0.00	0.00	0.00	0.00				
Year Total	46,700.00	46,750.00	51,000.00	63,000.00	63,850.00	49,775.00	0.00	0.00	0.00
	16,751.00	35,697.29	44,547.82	51,826.52	59,072.45				
Transfers	15,000.00-	0.00	0.00	0.00	0.00				

11-18-24 

BUDGET TRACKING SPREADSHEET

Expenses Submitted to the Borough 2024							
	Description	Lunches	Buses	Entertainers - Misc	Total	Proposal 2025 Budget	
January	January Lunch & Zoom	1,208.88		\$ 170.48	\$1,379.36	\$1,400.00	
February	Valentine Lunch & Ent	\$ 1,702.04		\$ 200.00	\$1,902.04	\$1,900.00	
March	St. Pat Lunch & Ent.	\$ 1,842.50		\$ 250.00	\$2,092.50	\$3,500.00	
April	Spring Lunch	\$ 1,278.96			\$1,278.96	\$1,300.00	
April	Bus Trip to West Point		1,195.00	\$ 150.00	\$1,345.00	\$0.00	
May	Mother's Day Luncheon	\$ 1,967.20		\$ 1,295.00	\$3,262.20	\$4,000.00	
June	Seasons Luncheon	\$ 10,500.00		\$ 952.47	\$11,452.47	\$12,000.00	
September	Picnic + Staaten Bus	\$ 4,512.41	1,275.00		\$5,787.41	\$6,000.00	
October	Black Forest Oct. Fest	\$ 3,616.00			\$3,616.00	\$4,000.00	
November	Black Forest Trip				\$0.00	\$1,125.00	
November	PBA Lunch	\$ -			\$0.00		
December	Seasons				\$0.00	\$12,000.00	
	Table flowers				\$0.00		
	Misc.				\$0.00	\$1,000.00	
Total		\$ 26,627.99	2,470.00	\$ 3,017.95	\$32,115.94	\$48,225.00	
Senior Budget					\$47,300.00		